

BIDDER'S PROPOSAL
RETURN WITH BID PROPOSAL

The undersigned submits this Bid in response to the Notice Inviting Bids issued by the City to construct the Work of the following Project in accordance with the Contract Documents:

Western Avenue and Riverside Drive Rehabilitation Project
Specification No. 3635
Plan Nos. 1-3045, 18-109, 49-232, 50-637

A. Enclosed herewith and by this reference incorporated herein and made a part of this Bidder's Proposal are the following completed forms:

1. Bidding Form
2. Incumbency Certificate
3. Bid Security in the following form (*check one*):
☐ Cashier's Check ☐ Certified Check ☐ Bid Bond
4. Bidder's Statement of Qualifications
5. Questionnaire Regarding Bidders
6. Questionnaire Regarding Subcontractors
7. Contractor's Safety Questionnaire
8. Designation of Subcontractors
9. Contractor's Affidavit of Noncollusion
10. Certification of Insurance Requirements
11. Statement of Violations of Federal, State or Local Law, if applicable
12. Statement of Disqualification or Debarment.
13. Pre-Bid Site Inspection Certification

B. Acknowledgment of Addenda. The Bidder shall acknowledge the receipt of all Addenda by attaching a signed copy of all Addenda, and by listing all Addenda received and attached in the space below.

If an Addendum or Addenda have been issued by the City and not attached and noted above as being received by the Bidder, the Bid may be rejected.

C. Inspection of the Work and Contract Documents. Bidder certifies that it has carefully examined and is fully familiar with all of the provisions of the Bidding Documents and said Bidding Documents contain sufficient

detail regarding the Work to be performed; that it has notified City of any errors or omissions in the Bidding Documents and/or any unusual site conditions; and that it has carefully checked all words, prices, and statements in this Bid Proposal Form. Bidder hereby certifies that he/she and his/her subcontractors have inspected the site and related drawings and specifications of Work and fully acquainted themselves with all conditions and matters which may in any way affect the Work, time of completion or the costs thereof. Bidder also certifies he/she has observed the designated Contractor Work areas and access routes, if disclosed or shown, as part of the Work in this Contract. Bidder agrees that all costs of Work shown in the Bidding Documents, including work reasonably inferable therefrom and necessary thereto are included in his/her Bid. All Work shown in the Bidding Documents for which a specific line item is not provided in the Bidding Form is included in the Total Base Bid Price. Bidder agrees that City will not be responsible for any errors or omissions on the part of the undersigned in making this Bid Proposal.

- D. Forfeiture of Bid Security. Bidder further agrees that, in case of his/her default in executing the required Contract and the required bonds, or furnishing the required insurance, the money payable under the Bid Security accompanying this Bid Proposal shall be applied by the City towards payment of the damage to the City on account of such default, as provided in the Bidding Documents.
- E. Period of Irrevocability. Bidder agrees that this Bid shall remain open and shall not be withdrawn for a period of not less than ninety (90) calendar days from the date of Bid Opening, or until rejected by the City, whichever period is shorter.
- F. Bid Dispute Indemnification. In the event of a Bid dispute based upon the Bidder's submission of this Bid and the City acceptance of same, the Bidder shall indemnify, defend, and hold harmless at its expense, including the provision of legal counsel, the City, its agents, employees, and officers from liability, claims, demands, damages, and costs if such dispute or action arises solely upon the award of a Contract in compliance with federal, state, and local laws.

I hereby certify under penalty of perjury under the laws of the State of California that the representations made herein are true and correct.

Executed this _____ day of _____ at _____, _____
City State

NAME OF BIDDER

COMPANY NAME: _____

SIGNED: _____

PRINT NAME _____ TITLE: _____

ADDRESS: _____

CONTACT PERSON:

TELEPHONE NUMBER: () _____

FAX TELEPHONE NUMBER () _____

E-MAIL:

CONTRACTOR'S LICENSE NO.

LICENSE CLASS

EXPIRATION DATE

TAX IDENTIFICATION NO.

SURETY

FORM OF ENTITY OF BIDDER

CORPORATION:

State of Incorporation

President:

Secretary:

PARTNERSHIP:

Name of all Partners:

JOINT VENTURE:

Name of all Joint Venturers:

SOLE PROPRIETORSHIP:

List All d/b/a's:

[If the Bidder is a corporation or a limited liability company, enter state or county of incorporation in addition to the business address and include an incumbency certificate executed by a Secretary thereof in the form set forth on the following page listing each officer with signing authority and his/her corresponding office. If the Bidder is a partnership or joint venturer stating that the respective partner or joint venturer agrees to be held jointly and severally liable for any and all of the duties and obligations of the Bidder under the Bid and under any contract arising therefrom. Attach evidence to the Bid Proposal Form that the individual signing has authority to do so.]

BIDDING FORM
RETURN WITH BID PROPOSAL

Western Avenue and Riverside Drive Rehabilitation Project
Specification No. 3635
Plan Nos. 1-3045, 18-109, 49-232, 50-637

Pursuant to and in compliance with your Notice Inviting Bids and Contract Documents relating to the **Western Avenue and Riverside drive Rehabilitation Project, Specification No. 3615, Plan Nos. 1-3045, 18-109, 49-232, 50-637** including all Addenda (attach signed copies), the undersigned bidder, having become thoroughly familiar with the terms and conditions of the Contract Documents and with local conditions affecting the performance and the costs of the Work at the place where the Work is to be done, hereby proposes and agrees to fully perform the Work within the time stated in strict accordance with the Contract Documents (including the furnishing of any and all labor, materials, tools, expendable equipment, and utility and transportation services necessary to fully perform the Work and complete it in a workmanlike manner) for the total Base Bid sum of:

Dollars (\$ _____)
Written amount numeric amount

Item No.	Article	Estimated Quantity	Units	Unit Price	Total Price
1	Asphalt Concrete Pavement Removal and Grading	13	CY		
2	Portland Cement Concrete Pavement Removal and Grading	10	CY		
3	Grading Dirt Area (Horse Pathway)	671	SF		
4	Asphalt Concrete Pavement Removal, (Surface Plan, Various Thickness, 2-Inches Minimum)	19,350	SY		
5	Asphalt Concrete Pavement Removal over Bridge Deck, (Surface Plan, Various Thickness, 2-Inches Minimum)	650	SY		
6	Unclassified Excavation	5	CY		
7	Crushed Miscellaneous Base	6	TON		
8	Asphalt Concrete Pavement (Base Failure, Conventional AC, Various Thickness)	30	TON		
9	Asphalt Concrete Pavement (Leveling Course, Various Thickness)	970	TON		
10	Asphalt Concrete Pavement (1.5-Inches, Asphalt Rubber Hot Mix)	1,950	TON		
11	Asphalt Concrete Pavement (Skin Patch)	865	SY		

Item No.	Article	Estimated Quantity	Units	Unit Price	Total Price
12	Furnish and Apply Emulsion Aggregate Slurry (Type II)	20,300	SY		
13	Construct P.C.C. Curb per SPPWC Plan No. 120-2	410	LF		
14.	Construct P.C.C. Gutter per SPPWC Plan No. 120-2, W=2-Feet.	400	LF		
15	Construct Integral P.C.C. Curb and Gutter per SPPWC Plan No. 120-2	1,350	LF		
16	Construct 4-Inch P.C.C. Pavement (Sidewalk, Curb Ramps) per SPPWC Plan No. 111 AND 112	11,520	SF		
17	Construct 5-Inch P.C.C. Pavement (Residential Driveway and Approach) per SPPWC Plan No. 110-2	2,530	SF		
18	Construct 6-Inch P.C.C. Pavement (Commercial Driveway and Approach) per SPPWC Plan No. 110-2	20	SF		
19	Construct 6-Inch P.C.C. Pavement (Alley and Alley Approach) per SPPWC Plan No. 110-2	1,390	SF		
20	Construct 8-Inch P.C.C. Pavement (Depression, Cross Gutter)	1,150	SF		
21	Install Cast-In-Place Detectable Warning Surface on New ADA Curb Ramps	275	SF		
22	Concrete Grinding, Shaving, or Horizontal Sawcutting (Uplifted sidewalks up to than 0.75-inch)	50	LF		
23	Adjust Sewer or Storm Drain Manhole Frame and Cover Set	21	EA		
24	Adjust GWP Water/Gas Valve Cover and Box Set	12	EA		
25	Replace Existing Water Valve Box, Extension and Cover Set	5	EA		
26	Utility Cover Adjustment and Protection for Installation of Emulsion Aggregate Slurry (Type II)	4	EA		
27	Reconstruct Curb Drain	6	EA		
28	Replace/Adjust GWP Electrical/Street Light/Traffic Pull Box & Cover to Finish Surface	1	EA		
29	Replace and/or Adjust Water Meter Pull Box and Cover to Finish Surface	7	EA		
30	Adjust Fire Hydrant to Finished Grade	2	EA		

Item No.	Article	Estimated Quantity	Units	Unit Price	Total Price
31	Remove and Salvage Existing Street Light	1	EA		
32	Construct Survey Well Monument	4	EA		
33	Remodel/Reconstruct Survey Well Monument	1	EA		
34	Construct City Monument Sign	1	LS		
35	Construct Masonry Retaining Wall	15	L F		
36	Furnish and Install 6-foot Diameter Round Loop Detector	17	EA		
37	Construct Catch Basin P.C.C. Top Slab	1	EA		
38	Grading New Landscape Area and Planting Sod	521	SF		
39	Remove Existing Tree, Diameter Greater than 12-inch Diameter	1	EA		
40	Remove Existing Palm Tree (if necessary per City Engineer)	2	EA		
41	Remove Existing Bushes/Small Palms (if necessary per City Engineer)	2	EA		
42	Plant 24-inch Toyon Tree (Heteromeles Arbutifolia) Tree in Parkway/Tree Well	6	EA		
43	Plant 24-inch Englemann Oak Tree (Quercus Engelmannii) Tree in Parkway/Tree Well	6	EA		
BIO-RETENTION, LANDSCAPING AND IRRIGATION					
Item No.	Article	Estimated Quantity	Units	Unit Price	Total Price
44	Bio-retention Area	1,300	SF		
45	Install 1-Inch Meter and Service	1	EA		
46	Furnish and Install Metal Guard Railing around Bio-retention Area (Height=30-inches)	250	LF		
47	Class "A" Topsoil	8	CY		
48	Soil Amendments	4	CY		

Item No.	Article	Estimated Quantity	Units	Unit Price	Total Price
49	5 Gallon Shrubs	73	EA		
50	1 Gallon Shrubs	273	EA		
51	Groundcover Flats/Plugs	268	EA		
IRR1	Bio-retention Irrigation System	1	LS		
STRIPING AND SIGNAGE					
Item No.	Article	Estimated Quantity	Units	Unit Price	Total Price
T1.	Install Thermoplastic White Type IV (L) Pavement Marking Arrow Per Caltrans Standard Plan No. A24A.	8	EA		
T2	Install Thermoplastic White Type IV (R) Pavement Marking Arrow Per Caltrans Standard Plan No. A24A.	2	EA		
T3	Install Thermoplastic White Type VII (L) Pavement Marking Arrow Per Caltrans Standard Plan No. A24A.	2	EA		
T4	Install Thermoplastic 12-Inch-Wide Solid White Crosswalk Line Or Limit Line Per Caltrans Standard Plan No. A24E	241	LF		
T5	Install Thermoplastic Zebra Crosswalk With 24-Inch Wide Solid White Longitudinal Lines Spaced 24-Inches Apart.	2894	SF		
T6	Install Thermoplastic 4-Inch-Wide Yellow Two-Way Left-Turn Lane With Type D Two-Way Yellow Reflective Pavement Markers Per Caltrans Std. Plan A20B, Detail 32.	1693	LF		
T7	Install Thermoplastic 8-Inch-Wide Solid White Channelizing Line With Type G One-Way Clear R.P.M. Per Caltrans Standard Plan A20D, Detail 38.	205	LF		
T8	Install Thermoplastic 4-Inch-Wide Solid White Lane Line With Type G One-Way Clear R.P.M., Per Caltrans Standard Plans.	2518	LF		
T9	Install Thermoplastic 8-Inch-Wide Skip White Line With Type G One-Way Clear R.P.M. Per Caltrans Standard Plan No. A20C, Detail 37B.	70	LF		
T10	Install Thermoplastic 6-Inch Wide Solid White Lane Line	2532	LF		

Item No.	Article	Estimated Quantity	Units	Unit Price	Total Price
T11	Install Thermoplastic 6-Inch Wide Skip White Lane Line	520	LF		
T12	Install Thermoplastic 8-Foot-High Stop Pavement Marking Per Caltrans Standard Plan No. A24D.	5	EA		
T13	Install Thermoplastic 12-Inch Wide Solid White Diagonals As Shown	225	LF		
T14	Install Thermoplastic Bicycle Detector Pavement Marking Per Caltrans Standard Plan No. A24C.	7	EA		
T15	Install Thermoplastic White Bike Lane Arrow Pavement Markings Per Caltrans Standard Plan No. A24A and Install Bike Lane Symbol Pavement Markings Per Caltrans Standard Plan No. A24C.	12	EA		
T16	Furnish And Install 2" Galvanized Square Tubing Sign Pole.	20	EA		
T17	Install Thermoplastic 4-Inch Wide Solid Double Yellow Centerline Separated By A 3-Inch Solid Black Stripe With Type D Two-Way Yellow R.P.M. Per Caltrans Std. Plan No. A20A Detail 22.	598	LF		
T18	Install Paint Lane Line Extension Through Intersection With Type A White Non R.P.M. Per Caltrans Standard Plan No. A20D, Detail 40A	125	LF		
T19	Install Paint 12-Inch-Wide Solid White Crosswalk Line or Limit Line Per Caltrans Standard Plan No. A24E	95	LF		
T20	Install Paint 4-Inch-Wide Yellow Two-Way Left-Turn Lane With Type D Two-Way Yellow Reflective Pavement Markers Per Caltrans Standard Plan A20B, Detail 32.	1025	LF		
T21	Install Paint 4-Inch-Wide Solid White Lane Line With Type G One-Way Clear R.P.M., Per Caltrans Standard Plans.	2001	LF		
T22	Install Paint White Type IV (L) Pavement Marking Arrow Per Caltrans Standard Plan No. A24A.	1	EA		
T23	Install Paint 8-Inch-Wide Solid White Channelizing Line With Type G One-Way Clear R.P.M. Per Caltrans Standard Plan A20D, Detail 38.	50	LF		
T24	Install Paint 6-Inch Wide Solid White Lane Line	1954	LF		
T25	Install Paint 6-Inch Wide Skip White Lane Line	452	LF		
T26	Install Paint 8-Foot-High Stop Pavement Marking Per Caltrans Standard Plan No. A24d.	3	EA		

Item No.	Article	Estimated Quantity	Units	Unit Price	Total Price
T27	Install Paint 12-Inch Wide Solid White Diagonals As Shown	225	LF		
T28	Install Paint Bicycle Detector Pavement Marking Per Caltrans Standard Plan No. A24C.	2	EA		
T29	Install Paint White Bike Lane Arrow Pavement Markings Per Caltrans Standard Plan No. A24A And Install Bike Lane Symbol Pavement Markings Per Caltrans Standard Plan No. A24C.	9	EA		
T30	Install Paint 4-Inch Wide Solid Double Yellow Centerline Separated By A 3-Inch Solid Black Stripe With Type D Two-Way Yellow R.P.M. Per Caltrans Standard Plan No. A20A Detail 22.	407	LF		
T31	Furnish and Install Sign As Indicated on Plan onto New Sign Post.	4	EA		
T32	Furnish and Install Type Q (CA) Object Marker.	12	EA		
T33	Furnish and Install Type L (CA) Object Marker.	1	EA		
T34	Furnish and Install "Bike Lane" Sign (MUTCD R81 (Ca)) Onto New Sign Post.	14	EA		
T35	Furnish And Install "Begin" Sign (MUTCD R81A (CA)) Onto New Sign Post.	1	EA		
T36	Furnish And Install "End" Sign (MUTCD R81B (CA)) onto New Sign Post.	1	EA		
T37	Relocate Existing Sign as Indicated on Plan Onto New Sign Post.	2	EA		
T38	Remove Conflicting Striping and Pavement Markings by Wet Sandblasting per Linear Foot Basis.	61	LF		
T39	Remove Conflicting Striping and Pavement Markings by Wet Sandblasting per Square Foot Basis.	22	SF		
T40	Install, Extend and/or Refurbish Red Curb Marking.	1303	LF		
T41	Install, Extend and/or Refurbish Green Curb Marking With 4-Inch-High White "30 Minute Limit 9 Am To 6 Pm" Stenciling, per City Special Provisions.	96	LF		
T42	Furnish And Install Traffic Signal Modification On Riverside Drive And Chavez Street per Plan No. 50-637.	1	LS		
			BID TOTAL	\$	

CONTINGENCY ITEMS

In an event a condition arises that requires necessary additional work during the course of construction, as determined by the Engineer, the following unit prices provided by the bidder shall be used to calculate the costs for the additional work necessary to accommodate the modifications. The unit prices shall be applied only for the purpose of additional work and will not be considered in determining the lowest responsible bidder. The bidder is required to provide the unit prices that include all costs for labor, materials, tools, and equipment necessary to install/provide the following:

1. Rigid galvanized conduit installed by boring (per LF):

FOOTAGE 1'-24' 25'-49' 50'-74' 76'-99' 100' +

Conduit 1.5"	_____	_____	_____	_____	_____
Conduit 2.0"	_____	_____	_____	_____	_____
Conduit 3.0"	_____	_____	_____	_____	_____
Conduit 4.0"	_____	_____	_____	_____	_____

2. Rigid galvanized conduit installed by open trench in A.C. or P.C.C. (per LF):

FOOTAGE 1'-24' 25'-49' 50'-74' 76'-99' 100' +

Conduit 1.5"	_____	_____	_____	_____	_____
Conduit 2.0"	_____	_____	_____	_____	_____
Conduit 3.0"	_____	_____	_____	_____	_____
Conduit 4.0"	_____	_____	_____	_____	_____

3. Furnish and Install Rigid Galvanized Conduit terminations (per EA):

1.5" rigid galvanized conduit termination	_____
2.0" rigid galvanized conduit termination	_____
3.0" rigid galvanized conduit termination	_____
4.0" rigid galvanized conduit termination	_____

4. PVC Schedule 80 Conduit installed by boring (per LF):

FOOTAGE 1'-24' 25'-49' 50'-74' 76'-99' 100' +

Conduit 1.5"	_____	_____	_____	_____	_____
Conduit 2.0"	_____	_____	_____	_____	_____
Conduit 3.0"	_____	_____	_____	_____	_____
Conduit 4.0"	_____	_____	_____	_____	_____

5. Bore pit for Conduits Installed by Boring (per EA) @ _____

6. PVC Schedule 80 Conduit installed by open trench in asphalt concrete or P.C.C. (per LF):

FOOTAGE 1'-24' 25'-49' 50'-74' 76'-99' 100' +

Conduit 1.5"	_____	_____	_____	_____	_____
Conduit 2.0"	_____	_____	_____	_____	_____

Conduit 3.0" _____
Conduit 4.0" _____

7. PVC Schedule 80 Conduit terminations (per EA):

1.5" PVC Schedule 80 conduit termination _____
2.0" PVC Schedule 80 conduit termination _____
3.0" PVC Schedule 80 conduit termination _____
4.0" PVC Schedule 80 conduit termination _____

8. Furnish and Install Interconnect Cable (per LF):

12 pairs # 19 conductor cable _____

9. Furnish and Install Pull box (per EA):

Pull box #5 _____
Pull box #6 _____
Pull box #6E _____
Fiber Pull box 24"x36"x36" _____
Fiber Pull box 36"x60"x36" _____

10. Furnish and Install 1.5-inch PVC Schedule 80 loop stub-out conduit (per EA) _____.

11. Furnish and Install 6-foot diameter round loop detector (per EA):

1 – 5 loops _____ 10 -15 loops _____
6 – 10 loops _____ Over 15 loops _____

12. Furnish and Install Type "D" loop detector (per EA):

1 – 5 loops _____ 10 -15 loops _____
6 – 10 loops _____ Over 15 loops _____

13. Furnish and Deliver signal standard (per EA):

Type 1A-7' Standard (Caltrans Galvanized) _____
Type 1A-7' Standard (Decorative Painted) _____
Type 1A-10' Standard (Caltrans Galvanized) _____
Type 1A-10' Standard (Decorative Painted) _____
Type 1A-14' Standard (Caltrans Galvanized) _____
Type 1A-14' Standard (Decorative Painted) _____

14. Install and Remove temporary signal standard (per EA):

Type 16M Standard _____ Type 1 Standard _____

Respectfully submitted:

Signature	Address
Title	Date
License Number	Date of Expiration
Contractor's Public Works Registration Number (PWCR)	

(SEAL - if BID is by a corporation)

Attest _____

Amount of Certified or Cashier's Check or Bid Bond

Name of Bonding Company

INCUMBENCY CERTIFICATE
RETURN WITH BID PROPOSAL

The undersigned hereby certifies to the City of Glendale that he/she is the duly elected and acting _____ Secretary of _____ (the "Company"), and that, as such, he/she is authorized to execute this Incumbency Certificate on behalf of the Company, and further certifies that the persons named below are the duly elected, qualified and acting officers of the Company, holding on the date hereof the offices set forth opposite their names and are authorized to sign this Bidder's Proposal and Bidding Form

NAME

OFFICE

IN WITNESS WHEREOF, the undersigned has executed this Incumbency Certificate this _____ day of _____.

Secretary

BID BOND

RETURN WITH BID PROPOSAL

(not necessary when cash, certified check, or cashier's check accompanies Bid)

KNOW ALL MEN BY THESE PRESENT,

That we, _____, the undersigned Bidder, as Principal and _____, as Surety, our respective heirs, executors, administrators, successors and assigns, are jointly and severally and firmly bound, unto **CITY OF GLENDALE**, hereinafter "Obligee," for payment of the penal sum hereof in lawful money of the United States, as more particularly set forth herein.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT:

WHEREAS, the Principal has submitted the accompanying Bid for the _____ Project and the Bid must be accompanied by Bid security.

WHEREAS, subject to the terms of this Bond, the Surety is firmly bound unto the Obligee in the penal sum of \$_____ (**TEN PERCENT (10%)**) of the total amount of the Bid on the base contract work submitted by the Principal to the Obligee, as set forth above.

NOW THEREFORE, if the Principal shall not withdraw said Bid within the period specified in the Bidding Documents, or, if no period be specified, for sixty (60) calendar days after award of the Contract for the Project; or if the Principal does not attempt to withdraw the Bid when the requirements of Public Contract Code §5101 *et seq.* are not met; or if the Principal is awarded the Contract, and shall within the period specified therefore, or if no period be specified, within fourteen (14) calendar days after award of the Contract, enter into a written contract with the Obligee, in accordance with the Bid as accepted, and give such bond(s) with good and sufficient surety or sureties, as may be required, for the faithful performance and proper fulfillment of such Contract and for the payment for labor and materials used for the performance of the Contract and the required insurance documentation, then the above obligation shall be void and of no effect, otherwise to remain in full force and effect.

In the event that suit or other proceeding is brought upon this Bond by the Obligee, the Surety shall pay to the Obligee all costs, expenses and fees incurred by the Obligee in connection therewith, including without limitation, attorneys' fees and costs.

IN WITNESS WHEREOF, the Principal and Surety have executed this instrument this ____ day of _____, 20____ by their duly authorized agents or representatives

Bidder:

(Corporate Seal)

(Principal's Name)

By:

(Signature)

(Typed or Printed Name and Title)

(Address)

Surety:

(Corporate Seal)

(Surety's Name)

By:

(Signature of Attorney-in-Fact for Surety)

(Attach Attorney-in-Fact Certificate)

(Typed or Printed Name)

(Address of Surety's Office where Bond is issued)

(Area Code and Telephone Number of Surety)

**NOTARIAL CERTIFICATION OF ATTORNEY IN FACT AND
SEAL OF SURETY MUST BE ATTACHED**

BIDDER'S STATEMENT OF QUALIFICATIONS

RETURN WITH BID PROPOSAL

1. ORGANIZATION

- 1.1 How many years has your organization been in business as a Contractor? _____
- 1.2 How many years has your organization been in business under its present name? _____
- 1.2.1 Under what other names has your organization operated? _____

- 1.3 If your organization is a corporation or a limited liability company, answer the following:
- 1.3.1 Date of incorporation/organization: _____
- 1.3.2 State of incorporation/organization: _____
- 1.3.3 Corporate ID number: _____
- 1.3.4 Name of President or Manager(s): _____
- 1.3.5 Agent for Service of Process: _____
- 1.4 If your organization is a partnership, answer the following:
- 1.4.1 Date of organization/formation: _____
- 1.4.2 Type of partnership (if applicable): _____
- 1.4.3 Name(s) of general partner(s): _____
- 1.4.4 List all states in which you are registered and state ID numbers for each: _____

- 1.5 If your organization is individually owned, answer the following:
- 1.5.1 Date of organization: _____
- 1.5.2 Name of owner: _____
- 1.6 If the form of your organization is other than those listed above, describe it and name the principals: _____

2. LICENSING

- 2.1 List jurisdictions in which your organization is legally qualified to do business, indicate registration or license numbers, and category of license. _____

- 2.2 List jurisdictions in which your organization's partnership or trade name is filed. _____

- 2.3 List any licensing suspensions and/or violations assessed against your organization within the past five years. _____

3. EXPERIENCE

- 3.1 List the categories of Work that your organization normally performs with its own personnel. _____

- 3.2 Claims and Suits (If the answer to any of the questions below is yes, please attach details.)
- 3.2.1 Has your organization ever failed to complete any Work awarded to it? _____
- 3.2.2 Has your organization ever been debarred from bidding on any public work of improvement by any state, county or local government agencies? If so, please explain. _____

- 3.2.3 Has your organization ever been assessed liquidated damages on any public work of improvement? If so, please explain. _____

- 3.2.4 Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against your organization or its officers? _____

- 3.2.5 Has your organization filed any lawsuits or requested arbitration with regard to construction within the last five (5) years? _____

- 3.2.6 Have you or, if Bidder is a corporation, any principal of the corporation ever been convicted of a felony? If your answer is "Yes", please explain the details of that conviction and, if so, whether you or said officer have served his or her

sentence. _____

3.2.7 Have you or your company ever been charged by any governmental agency for failure to follow safety procedures? If so, please explain. _____

3.2.8 Has any governmental agency ever submitted a complaint against you to the California State Labor Commission for failure to submit certified payrolls? If your answer is "Yes", please provide the details of such complaint. _____

3.3 Within the last five years, has any officer or principal of your organization ever been an officer of another organization when it failed to complete a construction Contract? (If the answer is yes, please attach details.) _____

3.4 On a separate sheet, list major construction projects your organization has in progress, giving the name of the project, owner, architect/engineer Contract amount, percent complete and scheduled completion.

3.4.1 State total worth of Work in progress and under Contract: _____

3.5 On a separate sheet, list all projects your organization has completed in the past five years, giving the name of project, owner, owner's phone number, project manager, Contract amount, date of completion and percentage of the cost of the Work performed with your own forces. [Failure to provide all information requested on a separate sheet may render bid non-responsive.](#)

3.5.1 State average annual amount of construction Work performed during the past five years: _____

3.6 On a separate sheet, list the construction experience and present commitments of the key individuals of your organization.

4. SURETY

4.1 If a performance and/or payment bond is required by this bid, identify the bonding company if arrangements for the bond have been made; if not, identify the bonding company for the Contractor's most recent project: _____

4.2 Name and address of agent: _____

QUESTIONNAIRE REGARDING BIDDERS
RETURN WITH BID PROPOSAL

Number of years and months engaged in the contracting business under present business name.

List of last three Contracts performed which show experience in Work of a nature similar to that covered in this proposal. If none, so indicate.

<u>Year</u>	<u>Type of Work</u>	<u>Contract Amount</u>	<u>Location</u>	<u>For Whom Performed</u>
<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
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QUESTIONNAIRE REGARDING SUBCONTRACTORS

RETURN WITH BID PROPOSAL

Bidder shall answer the following questions and submit with his/her Contract proposal.

1. Were bid depository or registry services used in obtaining subcontractors bid figures in order to compute your bid?
Yes ☐ No ☐
2. If the answer to No. 1 is "Yes", please forward a copy of the rules of each bid depository you used with this questionnaire.
3. Did you have any source of subcontractors' bids other than bid depositories?
4. Has any person or group threatened you with subcontractor boycotts, union boycotts, or other sanctions to attempt to convince you to use the services or abide by the rules of one or more bid depositories?
Yes ☐ No ☐
5. If the answer to No. 4 is "Yes", please explain the following details:
 - (a) Date:
 - (b) Name of person or group:
 - (c) Job involved (if applicable):
 - (d) Nature of the threats:
 - (e) Additional comments:
(Use additional paper if necessary)
6. We declare under penalty of perjury that the foregoing is true and correct.
Dated this _____ day of _____, 20____.

Name of Company

By: _____

Title _____

All of the above statements as to experience, financial qualifications, and available plant and equipment are submitted in conjunction with the proposal, as a part thereof, and the truthfulness and accuracy of the information is guaranteed by the bidder.

Signature of Bidder _____

CONTRACTOR SAFETY QUESTIONNAIRE

RETURN WITH BID PROPOSAL

Company Name: _____

Primary Type of Work: _____

Person Completing Form: _____

Title: _____ Phone Number: _____

Date: _____

SAFETY PERFORMANCE

1. List your company's Interstate Experience Rating Modifier (ERM) for the three most recent years.

20_____
20_____
20_____

2. List your company's number of injuries/illnesses from your OSHA 300 logs for the three most recent years.

	20____	20____	20____
a. Fatalities	_____	_____	_____
b. OSHA recordable incidents	_____	_____	_____
c. Lost work day incidents	_____	_____	_____
d. Total lost work days	_____	_____	_____
e. Total hours worked	_____	_____	_____

3. Upon City's request, and within the time period that the City specifies, a Bidder must furnish the City with copies of the following items (a-c):

- | | |
|---|--------------------------|
| a. OSHA 300 logs for the most recent three years and current year-to-date | <input type="checkbox"/> |
| b. Verification of ERM from your insurance carrier | <input type="checkbox"/> |
| c. Injury/Illness Report | <input type="checkbox"/> |

4. Company Safety Contact:

a. Name _____

b. Phone _____

SAFETY PROGRAM

1. SAFETY PROGRAM DOCUMENTATION

- a. Do you have a written safety program manual? ☐ **YES** ☐ **NO**
Last revision date: _____
- b. Do you have a written safety field manual? ☐ **YES** ☐ **NO**
- c. Are all workers given a booklet that contains work rules, responsibilities, and other appropriate information? ☐ **YES** ☐ **NO**

2. POLICY AND MANAGEMENT SUPPORT

- a. Do you have a safety policy statement from an officer of the company? ☐ **YES** ☐ **NO**
- b. Do you have a disciplinary process for enforcement of your safety program? ☐ **YES** ☐ **NO**
- c. Does management set corporate safety goals? ☐ **YES** ☐ **NO**
- d. Does executive management review:
- Accident reports? ☐ **YES** ☐ **NO**
 - Safety statistics? ☐ **YES** ☐ **NO**
 - Inspection reports? ☐ **YES** ☐ **NO**
- e. Do you safety pre-qualify subcontractors? ☐ **YES** ☐ **NO**
- f. Do you have a written policy on accident reporting and investigation? ☐ **YES** ☐ **NO**
- g. Do you have a light-duty, return-to-work policy? ☐ **YES** ☐ **NO**
- h. Is safety part of your supervisor's performance evaluation? ☐ **YES** ☐ **NO**
- i. Do you have a personal protective equipment (PPE) policy? ☐ **YES** ☐ **NO**
- j. Do you have a written substance abuse program? ☐ **YES** ☐ **NO**
If YES, does it include (check all applicable boxes):

- | | |
|---|---|
| <input type="checkbox"/> Pre-employment testing | <input type="checkbox"/> Return-to-duty testing |
| <input type="checkbox"/> Random testing | <input type="checkbox"/> Disciplinary process |
| <input type="checkbox"/> Reasonable cause testing | <input type="checkbox"/> Alcohol testing |
| <input type="checkbox"/> Post-accident testing | <input type="checkbox"/> National Institute on Drug Abuse |
| <input type="checkbox"/> Panel Screen | |

- k. Does each level of management have assigned safety duties and responsibilities? ☐ YES ☐ NO

3. TRAINING AND ORIENTATION

- a. Do you conduct safety orientation training for each employee? ☐ YES ☐ NO
- b. Do you conduct site safety orientation for every person new to the job site? ☐ YES ☐ NO
- c. Does your safety program require safety training meetings for each supervisor (foreman and above)? ☐ YES ☐ NO
How often?
☐ Weekly ☐ Monthly ☐ Quarterly ☐ Annually ☐ Other_____
- d. Do you hold tool box/tailgate safety meetings focused on your specific work operations/exposures? ☐ YES ☐ NO
How often?
☐ Weekly ☐ Daily ☐ Other_____
- e. Do you require equipment operation/certification training? ☐ YES ☐ NO

4. ADMINISTRATION AND PROCEDURES

- a. Does your written safety program address administrative procedures? ☐ YES ☐ NO

If YES, check which apply:

- | | |
|---|--|
| <input type="checkbox"/> Pre project/task planning | <input type="checkbox"/> Emergency procedures |
| <input type="checkbox"/> Record keeping | <input type="checkbox"/> Audits/inspections |
| <input type="checkbox"/> Safety committees | <input type="checkbox"/> Accident investigations/reporting |
| <input type="checkbox"/> HAZCOM | <input type="checkbox"/> Training documentation |
| <input type="checkbox"/> Substance abuse prevention | <input type="checkbox"/> Hazardous work permits |
| <input type="checkbox"/> Return-to-work | <input type="checkbox"/> Subcontractor prequalification |

- b. Do you have project safety committees? ☐ YES ☐ NO
- c. Do you conduct job site safety inspections? ☐ YES ☐ NO
How often?
☐ Daily ☐ Weekly ☐ Monthly ☐ Other_____

If YES, do these inspections includes a routine safety inspection of equipment (e.g., scaffold, ladders, fire extinguishers, etc.)? ☐ YES ☐ NO

- d. Do you investigate accidents? ☐ YES ☐ NO
How are they reported?
☐ Total company ☐ By superintendent
☐ By project ☐ By project manager

☐ By foreman

☐ In accordance with OSHA

e. Do you discuss safety at all preconstruction and progress meetings? ☐ YES ☐ NO

f. Do you perform rigging and lifting checks prior to lifting? ☐ YES ☐ NO

If YES, are these checks for?

☐ Personnel ☐ Equipment ☐ Heavy lifts (more than 10,000 lbs.)

5. **WORK RULES**

a. Do you periodically update work rules? ☐ YES ☐ NO

When was the last update? _____

b. What work practices are addressed by your work rules?

☐ CPR/first aid

☐ Barricades, signs, and signals

☐ Blasting

☐ Communications

☐ Compressed air and gases

☐ Concrete work

☐ Confined-space entry

☐ Cranes/rigging and hoisting

☐ Electrical grounding

☐ Environmental controls and
Occupational health

☐ Emergency procedures

☐ Fire protection and prevention

☐ Floor and wall openings

☐ Fall protection

☐ Housekeeping

☐ Ladders and scaffolds

☐ Mechanical equipment/
maintenance/pre-op checks/
operation

☐ Welding and cutting (hot work)

☐ Access—entrances/stairs

☐ Respiratory protection

☐ Material handling/storage

☐ Temporary heat

☐ Vehicle safety

☐ Traffic control

☐ Site visitor escorting

☐ Public protection

☐ Equipment guards and grounding

☐ Monitoring equipment

☐ Flammable material handling/storage

☐ Site sanitation

☐ Trenching and excavating

☐ Lockout/Tagout

☐ Energized/pressurized equipment

☐ Personal protective equipment

☐ Tools, power and hand

☐ Electrical power lines

☐ Other _____

6. **OSHA INSPECTIONS**

a. Have you been inspected by OSHA in the last three years? ☐ YES ☐ NO

b. Were these inspections in response to complaints? ☐ YES ☐ NO

c. Have you been cited as a result of these inspections? ☐ YES ☐ NO

If YES, describe the citations (add additional sheets if necessary):

DESIGNATION OF SUBCONTRACTORS

RETURN WITH BID PROPOSAL

NAME OF BIDDER _____

Each bidder shall set forth below:

1. The name and location of the place of business of each subcontractor who will perform work or labor or render service to the Contractor in or about the construction of the work of improvement, or a subcontractor licensed in the State of California who, under subcontract to the Contractor, specially fabricates and installs a portion of the work of improvement according to detailed drawings contained in the plans and specifications, in an amount in excess of one-half of one percent of the Contractor's total bid.
2. The portion and estimated dollar amount of the work which will be done by each subcontractor. The Contractor shall list only one subcontractor for each portion as is defined by the Contractor in his/her bid. The total estimated amounts of the work performed by all subcontractors shall not exceed Fifty percent (50%) of the Contractor Bid Amount.
3. If the Contractor fails to specify a subcontractor, or if the Contractor specifies more than one subcontractor for the same portion for work to be performed under the Contract in excess of one-half of one percent of the Contractor's total bid, then he/she agrees that he/she is fully qualified to perform that portion himself/herself, and that he/she shall perform that portion himself/herself. If after award of Contract, the Contractor subcontracts any such portion of the Work, the Contractor shall be subject to the statutory penalties.

Please type or legibly print (attach additional sheets as necessary).

Name of Subcontractor	License Number	City	Trade	Estimated \$ Amount

The Contractor shall not:

- A. Substitute any person as subcontractor in place of the subcontractor listed in the original bid, except that the City may consent to the substitution of another person as subcontractor:
 - 1. When the subcontractor listed in the bid, after having had a reasonable opportunity to do so, fails or refuses to execute a written Contract, based upon the general terms, conditions, plans and specifications for the project involved or the terms of such Contractor's written bid, is presented to him by the Contractor, or
 - 2. When the listed subcontractor becomes bankrupt or insolvent, or
 - 3. When the listed subcontractor fails or refuses to perform his/her subcontract, or
 - 4. When the listed subcontractor fails or refuses to meet the bond requirements of the Contractor, or
 - 5. When the Contractor demonstrates to the City that the name of the subcontractor was listed as the result of an inadvertent clerical error, or
 - 6. When the listed subcontractor is not licensed pursuant to the Contractors License Law, or
 - 7. When the City determines that the Work performed by the listed subcontractor is substantially unsatisfactory and not in substantial accordance with the Plans and Specifications, or that the subcontractor is substantially delaying or disrupting the progress of the Work.
- B. Permit any subcontract to be voluntarily assigned or transferred or allow it to be performed by anyone other than the original subcontractor listed in the original bid, without the consent of the City.
- C. Other than in the performance of "change orders" causing changes or deviations from the original Contract, sublet or subcontract any portion of the Work in excess of one-half of one percent of the Contractor's total bid as to which his/her original bid did not designate a subcontractor.

Prior to approval of a Contractor's request for a subcontractor substitution, the City will give notice in writing to the listed subcontractor of the Contractor's request to substitute and of the reason for the request. The notice will be served by certified or registered mail to the last known address of the subcontractor. The listed subcontractor who has been so notified shall have five Working Days within which to transmit to the City written objections to the substitution. Failure to file these written objections shall constitute the listed subcontractor's consent to the substitution.

If written objections are filed, the City will give notice in writing of at least five Working Days to the listed subcontractor of a hearing by the City on the Contractor's request for substitution.

The Contractor, as a condition to asserting a claim of inadvertent clerical error in the listing of a subcontractor, shall within two Working Days after the time of the bid opening by the City, give written notice to the City and copies of such notice to both the subcontractor he/she claims to have listed in error and the intended subcontractor who had bid to the Contractor prior to the bid opening.

Subletting or subcontracting of any portion of the Work in excess of one-half of one percent of the Contractor's total bid as to which no subcontractor was designated in the original bid shall only be permitted in cases of public emergency or necessity, and then only after a finding reduced to writing as a public record of the City setting forth the facts constituting the emergency or necessity.

If the Contractor violates any of the above provisions the Contractor may be in breach of this Contract and the City may exercise the option, in its own discretion, of (1) canceling this Contract, or (2) assessing the Contractor a penalty in an amount not more than ten percent of the amount of the subcontract involved, and this penalty shall be deposited in the fund out of which the prime Contract is awarded.

[END OF DOCUMENT]

[END OF DOCUMENT]

CERTIFICATION OF INSURANCE REQUIREMENTS

RETURN WITH BID PROPOSAL

At its own expense, the Contractor hereby certifies that he/she shall obtain, pay for, and maintain – and shall require each of its Subcontractors to obtain, pay for, and maintain – for the duration of the Agreement, policies of insurance meeting the requirements and all other conditions as described in the Project Specifications.

The Contractor hereby certifies that they have reviewed the Specifications, including the Insurance Requirements listed in General Conditions Section 12 and General Conditions Exhibit 4, have discussed the required insurance with qualified insurance carriers, and is approved, able and willing to provide said insurance as required.

Name (Please Print)

Signature

Date

[END OF DOCUMENT]

PRE-BID SITE INSPECTION CERTIFICATION
RETURN WITH BID PROPOSAL

The bidder hereby certifies that he/she and his/her subcontractors have inspected the site and related specifications of work and fully acquainted themselves with all conditions and matters which might in any way affect the work, time of completion or the cost thereof, including, but not limited to scheduling and disclosed outside Contracts involving this work.

The bidder also certifies he/she has observed the designated Contractor work areas and access routes, if disclosed or shown, as part of work in this Contract.

NAME OF BIDDER:

Date: _____

Persons who inspected site of the proposed Work for your firm:

Name _____

Date of Inspection _____

Title _____

Name _____

Date of Inspection _____

Title _____

[END OF DOCUMENT]